

# MINUTES OF THE 2<sup>nd</sup> MEETING OF IQAC, ICFAI UNIVERSITY MIZORAM

**Date: 8<sup>th</sup> August, 2024 (Thursday)**

**Time: 11:00 am**

**Venue: Conference Room, ICFAI University Mizoram**

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Prof. (Dr.) Bijay Singh, Vice Chancellor, ICFAI University Mizoram chaired the meeting. The Chairman welcomed all the members. Agenda items were shared among the members before the commencement of the meeting.

## **Members Present:**

1. Prof. (Dr.) Bijay Singh, Vice Chancellor, ICFAI University Mizoram
2. Dr. David Lawmzuala, Registrar, ICFAI University Mizoram
3. Dr. Shamim Akhtar, Assistant Professor, Dept of Management, ICFAI University Mizoram
4. Prof. (Dr.) Latha Pillai, Senior Advisor, ICFAI
5. Prof. T S Rama Krishna Rao, Dean, Accreditations, IFHE, Hyderabad
6. Prof. Laltluangliana Khiangte, Dean & Senior Professor, Dept of Mizo, MZU
7. Dr. Joseph Lalremsanga, Principal and Founder, St Stephen Higher Secondary School
8. Dr. Lalthanpuui Sailo, Academic Coordinator, ICFAI University Mizoram
9. Dr. Rodi Lalrammawii Hmar, Controller of Examination, ICFAI University Mizoram
10. Dr. Zothankimi Ralte, Assistant Professor, Dept of Social Work, ICFAI University Mizoram
11. Dr. Gloria Lalchhanhimi, Assistant Professor, Department of Education, ICFAI University Mizoram Member
12. Ms. Vanlalremruati, Alumni (MBA 2022-2024), ICFAI University Mizoram
13. Mr. Joel Lalnunpuia Sailo, Student, MA Political Science, 3rd Sem, ICFAI University Mizoram

## **Special Invitee:**

Prof. (Dr.) Latha Pillai, Senior Advisor, ICFAI Group was present as special invitee for the 2<sup>nd</sup> Meeting of Internal Quality Assurance Cell (IQAC), IUM.

## **1.1 Presentation of Reporting Items**

As invited by the Chairman, Prof. (Dr.) Bijay Singh, Dr. Shamim Akhtar, Director, IQAC, ICFAI University Mizoram presented a report covering the following items:

### **1.1 Reconstitution of IQAC Mizoram:**

The IQAC has been reconstituted on 16<sup>th</sup> July 2024 for a period of two years as per the NAAC Guidelines for the Creation of the Internal Quality Assurance Cell (IQAC). The reconstituted IQAC has been expanded with addition of new members.

### Members of IQAC, ICFAI University Mizoram

1	<b>Prof. (Dr.) Bijay Singh</b> Vice Chancellor, ICFAI University Mizoram	Chairperson
2	<b>Dr. Shamim Akhtar</b> Assistant Professor, Dept of Management, ICFAI University Mizoram	Director
3	<b>Dr. David Lawmzuala</b> Registrar, ICFAI University Mizoram	Member (Administrative)
4	<b>Prof. T S Rama Krishna Rao</b> Dean, Accreditations, IFHE, Hyderabad	Member (Management)
5	<b>Prof. K. Venugopal Rao</b> Vice Chancellor, Himalayan University, Itanagar, Arunachal Pradesh	Member (Employer)
6	<b>Prof. Lalbiakdiki Hnamte</b> Dept of Education, MZU	Member (Educationist)
7	<b>Prof. Laltluangliana Kiangte</b> Dean & Senior Professor, Dept of Mizo, MZU	Member (Stakeholder)
8	<b>Dr. Samuel Lalnunzira Dingliana</b> Chief Operating Officer, Zoram Mega Food Park, Mizoram	Member (Industrialist)
9	<b>Dr. Joseph Lalremsanga</b> Principal and Founder, St Stephen Higher Secondary School	Member (Local Society)
10	<b>Dr. Lalthanpuui Sailo</b> Academic Coordinator, ICFAI University Mizoram	Member (Teaching)
11	<b>Dr. Rodi Lalrammawii Hmar</b> Controller of Examination, ICFAI University Mizoram	Member (Administrative)
12	<b>Dr. Zothankimi Ralte</b> Assistant Professor, Dept of Social Work, ICFAI University Mizoram	Member (Teaching)
13	<b>Dr. Gloria Lalchhanhimi</b> Assistant Professor, Department of Education, ICFAI University Mizoram	Member (Teaching)
14	<b>Mr. H. Lalremruatpuia</b> Development Officer, ICFAI University Mizoram	Member (Administrative)
15	<b>Ms. Vanlalremruati</b> Alumni (MBA 2022-2024), ICFAI University Mizoram	Member (Alumni)
16	<b>Mr. Joel Lalnunpuia Sailo</b> Student, MA Political Science, 3 <sup>rd</sup> Sem, ICFAI University Mizoram	Member (Student)

#### 1.2 Institutional Development Plan (IDP):

The proposed Institutional Development Plan (IDP) 2024-2034 of ICFAI University Mizoram has been finalized and presented at the the 28<sup>th</sup> Academic Council Meeting of IUM held on 18<sup>th</sup> June, 2024. (Annexure-2)

#### 1.3 Preparation for NAAC (New 10 Point Criteria and Metrics):

The proposed NAAC (10 Point Criteria and Metrics) has been shared among the IQAC sub-committee members and HODs. Remarks on the new criteria and metrics has been prepared for reference and future action. (Annexure-3)

#### 1.4 Organization of Workshop on Quality Culture in Higher Education:

The IQAC has planned to organize a “One Day Workshop on Quality Culture in Higher Education” to be held tentatively during the 3<sup>rd</sup> week of November, 2024. The workshop will be specifically designed for the staff and faculty to gain skills and knowledge to maintain quality aspects in higher education. Two Resource Persons will be invited with expertise in the field who will conduct

the special sessions at the workshop. Proposal for the workshop has been also approved.

## **2. Action Taken Report from Last IQAC meeting**

**2.1** The proposed Institutional Development Plan (IDP) 2024-2034 of ICFAI University Mizoram has been prepared and finalized with participation of HODs and IQAC subcommittee members.

**2.2** The proposed University Research Policy has been prepared and finalized and has been approved at the Academic Council.

**2.3** Annual Activity Reports of last 5 years with photographs has been collected from the HODs and Club Coordinators.

**2.4** Constitution of various cells, committees and clubs of IUM as per directions received from the UGC/Ministry of Education.

**2.5** Physical facilities such as computer, printer, files, steel almirah etc has been sanctioned and provided to IQAC for office works.

**2.6** JSTOR subscription for institutional access to journals and articles has already been approved.

## **3. Items Considered**

**3.1** Implementation of the IDP (Institution Development Plan 2024-2034) of ICFAI University Mizoram has been considered and approved by all the members present at the meeting. Members appreciated that the IDP has been prepared as per UGC recommended guidelines and criteria.

**3.2** Discussion was held regarding New NAAC Binary Accreditation and Maturity Based Graded Levels and valuable information was shared by the esteemed members.

**3.3** Discussion was held on NIRF India Ranking. Members were hopeful that the participation will help the university to assess its shortcoming and make progress in future participations.

**3.4** Discussion was held on institutional preparedness and future courses of action for NAAC binary accreditation. Important suggestions and recommendations were received from the members.

## **4. Remarks and Suggestions from the Members**

### **4.1 Prof. T S Rama Krishna Rao, Dean, Accreditations, IFHE, Hyderabad**

Prof. T S Rama Krishna Rao expressed his pleasure that the presented IDP of ICFAI University has been prepared using existing UGC guideline and inputs from all stakeholders were duly considered during its preparation. He suggested the IQAC to

consider timelines for the specific goals and objectives mentioned in the IDP. He recommended to conduct quarterly meeting of IQAC or BoM for planning and monitoring the progress of the IDP. He further elaborated about the new NAAC binary accreditation such as the new 10 attributes where new 4 attributes have to be filled up very carefully. He pointed that out of 59 metrics, 29 are quantitative and rest 30 are qualitative. He suggested the IQAC to constitute 5 or 10 teams under IQAC to handle the 10 attributes. He mentioned that instead of 5 years, only past 3 years data needs to be recorded under the new NAAC accreditation process. He further suggested to recruit more faculty to achieve 1:15 student teacher ratio and stressed on the need to increase total number of faculties with PhDs to achieve a target of 80 percent PhD among faculty. He suggested the Student Alumni Association to get registered and collect relevant data for placement and higher studies of students. He also recommended for taking initiatives to get green audit and environmental audit of the campus. He suggested to prepare for any shortage of infrastructure like classroom, computers and other common facilities and seek intervention wherever is required. He pointed out that the need of additional classroom and girls' hostel should be considered as a priority and the same should be conveyed to higher authority. He appreciated the efforts of the IQAC for having such a robust agenda for this meeting with all details presented such as IDP, assessment of the institution for NAAC (10 Point Criteria and Metrics) etc. He particularly congratulated the Director IQAC and all subcommittee members for their contributions and expressed his confidence that ICFAI University Mizoram will be ready to secure binary accreditation by 2025.

#### **4.2 Prof. (Dr.) Latha Pillai, Senior Advisor, ICFAI Group**

Prof. (Dr.) Latha Pillai suggested to constitute a monitoring committee under IQAC to review the implementation and progress of IDP. She highlighted some specific points about new NAAC binary accreditation such as the data requirement is only for 3 years and that the metrics don't vary largely compare to previous system but necessary documents must be provided. She expressed that as per her last visit to ICFAI University Mizoram there are certain gaps where the institute needs to focus and start working. She felt that it may take some time for the institute to be fully prepared and may be by the end of 2025 the institute will be in a more comfortable position for NAAC binary accreditation. She stressed on the need to keep records and evidences for all activities and initiatives. She suggested to facilitate the enrollment of students to SWAYAM and MOOC courses and to credit online programs and courses within the existing curriculum and all these should be incorporated in the BoM. She also suggested to organize IKS training for teachers. She informed that under NAAC if a faculty has taught for 10 months than he or she can be considered a full-time faculty. She also felt that high attrition among faculty is a concern and recommended to take necessary steps to retain faculty. She also suggested that expert professors from environmental studies department of central university may be asked to conduct environmental audits which is now accepted as per NAAC guidelines. She also mentioned that the activity report

data format which was presented by the Director IQAC is satisfactory and suggested that the new NAAC template may be referred whenever it is available. She said that the existing template may also be considered for the time being. She also suggested to start collecting placement related data. She concluded by appreciating and acknowledging the good work done by IQAC.

#### **4.3 Dr. Joseph Lalremsanga, Principal and Founder, St Stephen Higher Secondary School**

Dr. Joseph Lalremsanga appreciated the IQAC for all the efforts and preparation for the meeting and congratulated the IQAC for successful preparation of the IDP (2024-2034)-IUM. He suggested to set timeline and prepare for budget allocation for the specific goals and initiatives mention in the IDP. He proposed that the monitoring committee can undertake budgeting tasks for the same. He expressed his belief that with the constitution of the present IQAC and its present initiatives, ICFAI University Mizoram will reach to new heights.

#### **4.4 Prof. Laltluangliana Khiangte, Dean & Senior Professor, Dept of Mizo, MZU**

Prof. Laltluangliana Khiangte expressed his thankfulness to the Vice Chancellor and the IQAC for inviting him in today's meeting. He congratulated the IQAC for its various initiatives.

#### **4.5 Prof. (Dr.) Bijay Singh, Vice Chancellor, ICFAI University Mizoram**

Prof. (Dr.) Bijay Singh welcomed all the esteemed members to the meeting. He mentioned that the university is trying to retain its faculty. He mentioned that there are only two universities in Mizoram and ICFAI University Mizoram is still a preferred employment option for many faculty members therefore he is confident to retain the faculty in future. He informed the members that all the existing clubs and departments have been instructed to record all activities with geo-tagged photographs and submit it to the IQAC. He also informed about the strengthening of placement cell. He mentioned that some faculty members have been included in the newly constituted placement committee to facilitate and manage all placement activities. He mentioned that the university has participated in NIRF for the first time and will try to improve in future participations. He acknowledged that the university has limited infrastructure, particularly a single building which accommodates both administrative and academic activities. Therefore, there is a need for additional building to accommodate additional classrooms specially for the introduction of new programmes which are in the pipeline. He mentioned that there is a need for assam-type building for classroom and a girl's hostel.

#### 1.4 Concluding Remarks

The Vice Chancellor and Chairman Prof. (Dr.) Bijay Singh thanked the members for their proactive involvement and reiterated the importance of collective efforts to achieve institutional goals.

*Enclosure: Meeting attendance sheet*

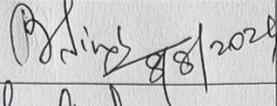
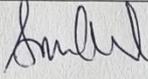
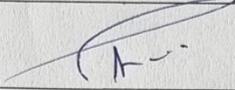
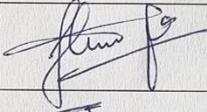
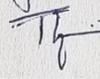
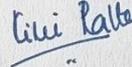
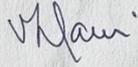


**(Dr. SHAMIMAKHTAR)**  
**Director, IQAC,**  
**ICFAI University Mizoram**

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**Attendance Sheet**2<sup>nd</sup> Meeting of IQAC-IUM (Date: 08-08-2024; Time: 11 am onwards)

Venue: Conference Hall, ICFAI University Mizoram

SN	Name	Position	Signature
1	<b>Prof. (Dr.) Bijay Singh</b> Vice Chancellor, ICFAI University Mizoram	Chairperson	
2	<b>Dr. Shamim Akhtar</b> Assistant Professor, Dept of Management, ICFAI University Mizoram	Director	
3	<b>Dr. David Lawmzuala</b> Registrar, ICFAI University Mizoram	Member (Administrative)	
4	<b>Prof. (Dr.) Latha Pillai</b> Senior Advisor, ICFAI	Special Invitee	Attended Online
5	<b>Prof. T S Rama Krishna Rao</b> Dean, Accreditations, IFHE, Hyderabad	Member (Management)	Attended Online
6	<b>Prof. K. Venugopal Rao</b> Vice Chancellor, Himalayan University, Itanagar, Arunachal Pradesh	Member (Employer)	Absent
7	<b>Prof. Lalbiakdiki Hnamte</b> Dept of Education, MZU	Member (Educationist)	Absent
8	<b>Prof. Lalluangliana Kiangte</b> Dean & Senior Professor, Dept of Mizo, MZU	Member (Stakeholder)	Attended Online
9	<b>Dr. Samuel Lalnunzira Dingliana</b> Chief Operating Officer, Zoram Mega Food Park, Mizoram	Member (Industrialist)	Absent
10	<b>Dr. Joseph Lalremsanga</b> Principal and Founder, St Stephen Higher Secondary School	Member (Local Society)	
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15	<b>Mr. H. Lalremruatpuia</b> Development Officer, ICFAI University Mizoram	Member (Administrative)	Absent
16	<b>Ms. Vanlalremruati</b> Alumni (MBA 2022-2024), ICFAI University Mizoram	Member (Alumni)	
17	<b>Mr. Joel Lalnunpuia Sailo</b> Student, MA Political Science, 3 <sup>rd</sup> Sem, ICFAI University Mizoram	Member (Student)	